

AGENDA
GOVERNING BODY MEETING

GOVERNING BODY

EAST SALEM SERVICE DISTRICT

2:00 PM, WEDNESDAY, JUNE 24, 2020

MARION COUNTY COURTHOUSE SQUARE

1. Open Meeting
2. Note Attendance
3. Public Budget Hearing
 - 3.1 Chair Open Public Hearing
 - 3.2 Present Budget
 - 3.3 Public Comment
 - 3.4 Close Public Hearing
4. Action
 - 4.1 Consider adopting the budget for FY2020-21 and the approval of the Resolution making appropriations.
 - 4.2 Consider approval of the FY2020-21 Lighting District Certification
 - 4.3 Consider approval of the FY2020-21 Delinquent Sewer Charge Certification
 - 4.4 Consider approval of the FY2020-21 Stormwater Fee Certification
 - 4.5 Consider approval of the FY2020-21 Law Enforcement Fee Certification
 - 4.6 Consider approval of an order appointing Kathy Rogers to the Advisory Committee
 - 4.7 Consider approval of the minutes of the January 22, 2020 Governing Body meeting
5. Operations Update
 - 5.1 Law Enforcement Update - Sheriff Kast
 - 5.2 Lighting Update - Dennis Mansfield
 - 5.3 Parks Services Update - Dennis Mansfield
 - 5.4 Stormwater Update - Matt Knudsen
6. Comments
7. Other
8. Date of next meeting - Wednesday, January 20, 2021 at 3:00 PM in the Silverton Conference Room, Marion County Courthouse Square.
9. Adjourn

NOTIFIED:

Board of Commissioners
Legal Counsel
Budget & Advisory Committee Members
Statesman Journal Publication
Media Release
Internet
Bulletin - Marion County Public Works

FORM LB-1**NOTICE OF BUDGET HEARING**

A public hearing of the East Salem Service District will be held on Wednesday, June 24, 2020 at 2:00 pm. This hearing is open to the public and those wishing to attend may do so by phone. Information on attending the hearing can be found at <https://www.co.marion.or.us/PW/servicedistricts/Pages/default.aspx>. The purpose of this hearing is to discuss the budget for the fiscal year beginning July 1, 2020, as approved by the East Salem Service District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained by contacting the service district office at 503 588-5084 or service_districts@co.marion.or.us. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Dennis Mansfield

Telephone: (503) 588-5084 Email: dmansfield@co.marion.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2018-19	Adopted Budget This Year 2019-20	Approved Budget Next Year 2020-21
Beginning Fund Balance/Net Working Capital	1,188,285	1,118,091	1,095,420
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	2,593,966	2,633,505	2,640,274
Investment Earnings	20,138	14,000	20,000
All Other Resources Except Current Year Property Taxes	26	25	25
Total Resources	3,802,416	3,765,621	3,755,719

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Materials and Services	2,629,545	2,703,750	2,734,410
Contingencies	0	100,000	100,000
Fund Transfers	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	1,172,871	961,871	921,309
Total Requirements	3,802,416	3,765,621	3,755,719

The East Salem Service District budget decreased due to a lower beginning fund balance. East Salem Service District has no FTE, Property Tax Levies or Indebtedness.

150-504-073-2 (Rev. 02-14)

RESOURCES
EAST SALEM SERVICE DISTRICT

General Operating Fund

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2020-21		
	Actual		Adopted Budget This Year Year 2019-20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
	Second Preceding Year 2017-18	First Preceding Year 2018-19					
1	13,199	20,138	14,000	1 361000 Investment Earnings	20,000	20,000	1
2	1,187,915	1,188,285	1,118,091	2 392000 Net Working Capital	1,095,420	1,095,420	2
3				3			3
4				4 OTHER RESOURCES			4
5	-	1,639,270	1,668,274	5 341155 Enhanced Public Safety Fees	1,668,274	1,668,274	5
6	58,621	52,625	52,000	6 341790 Delinquent Service Charges	52,000	52,000	6
7	49,302	67,067	35,000	7 341910 Sewer Fees	50,000	50,000	7
8	202,493	204,070	249,577	8 341915 Lighting Fees	240,000	240,000	8
9	629,602	630,935	628,654	9 342552 Stormwater Fees	630,000	630,000	9
10	29	26	25	10 371100 Recoveries from Collections	25	25	10
11				11			11
12	2,141,161	3,802,416	3,765,621	12 Total resources, except taxes to be levied	3,755,719	3,755,719	-
13				13 Taxes estimated to be received			13
14				14 Taxes collected in year levied			14
15	2,141,161	3,802,416	3,765,621	15 TOTAL RESOURCES	3,755,719	3,755,719	-

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

NOTE:

The District contracts with the City of Salem to provide sewer services to District residents. The City bills residents directly and residents make payment directly to the City. The bills also include a District administrative charge which the District records as a revenue; the District does not record revenue or expenditure for the sewer services provided by the City. Twice a year, the City turns over all past due accounts to the District and the District assumes responsibility for further collections, recording a liability to the City and a receivable from residents including a delinquent service charge of \$25 plus 20% for each account. Prior to the end of the fiscal year, the District prepares a schedule of outstanding delinquent accounts to certify to the County Assessor for subsequent collection through the property tax system.

DETAILED REQUIREMENTS

EAST SALEM SERVICE DISTRICT
General Operating Fund

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2020-21		
	Actual		Adopted Budget		Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body
	Second Preceding Year 2017-18	First Preceding Year 2018-19	This Year Year 2019-20				
1			1	MATERIALS AND SERVICES			
2	106	38	100	2 521010 Office Supplies	100	100	
3	210,952	221,709	275,000	3 524020 City Operations and St Lights	275,000	275,000	
4	3,190	3,350	4,100	4 525150 Audit Services	4,370	4,370	
5	19,674	20,383	22,000	5 525360 Public Works Services	25,000	25,000	
6	695,947	695,636	713,000	6 525370 Stormwater Services	727,260	727,260	
7	-	1,639,269	1,645,000	7 525400 Public Safety Program Services	1,648,000	1,648,000	
8	7,172	8,866	3,000	8 525510 Legal Services	9,000	9,000	
9	-	-	200	9 525710 Printing Services	-	-	
10	1,668	2,119	1,500	10 525715 Advertising	2,250	2,250	
11	1,185	887	1,100	11 525735 Mail Services	1,100	1,100	
12	-	-	150	12 527300 Equipment Rental	50	50	
13	11,954	36,226	37,250	13 528110 Liability Insurance Premiums	40,000	40,000	
14	1,028	1,062	800	14 529300 Dues and Memberships	2,300	2,300	
15	-	-	450	15 529860 Permits	-	-	
16	-	-	100	16 529880 Recording Charges	100	100	
17				17			
18				18			
19	-	-	-	19 533170 Road Construction			
20				20			
21				21			
22	-	-	-	22 561515 Transfer to Stormwater Mgt			
23				23			
24				24			
25	-	-	100,000	25 571010 Contingency	100,000	100,000	
26				26			
27				27 Total Full Time Equivalent (FTE)*			
28				28 Ending balance (prior years)			
29	1,188,285	1,172,871	961,871	29 UNAPPROPRIATED ENDING FUND BALANCE	921,189	921,189	
30	2,141,161	3,802,416	3,765,621	30 TOTAL REQUIREMENTS	3,755,719	3,755,719	-

BEFORE THE BOARD OF COMMISSIONERS FOR MARION COUNTY
STATE OF OREGON ACTING AS GOVERNING BODY
EAST SALEM SERVICE DISTRICT

In the Matter of Making)
Appropriations to Adopt)
Budget)

R E S O L U T I O N # _____

BE IT RESOLVED that the Board of County Commissioners, acting as the Governing Body of the East Salem Service District, hereby adopts the budget approved by the budget committee of the East Salem Service District on May 14, 2020 now on file in the District office.

BE IT RESOLVED that the amounts of the fiscal year beginning July 1, 2020 and for the purposes shown below are hereby appropriated as follows:

GENERAL OPERATING FUND:

Materials and Services	\$	2,734,410
Contingencies	\$	100,000
Unappropriated Ending Balance and Reserved for Future Expenditure	\$	921,309
Total	\$	<u>3,755,719</u>

ADOPTED and appropriated by the Governing Body at the meeting of June 24, 2020.

MARION COUNTY BOARD OF COMMISSIONERS
ACTING AS GOVERNING BODY
EAST SALEM SERVICE DISTRICT

Chair

Commissioner

Commissioner

CERTIFICATION TO ASSESSOR OF ANNUAL ASSESSMENT
FOR YEAR 2020-21
Lighting Assessment District Within
East Salem Service District

WHEREAS, the Board of Commissioners of Marion County, Oregon, Governing Body of the East Salem Service District, pursuant to the provisions of ORS 451.510 and ORS 372.180, is required each year, to determine the amount of money necessary to be raised by assessment to operate and maintain street lighting facilities within the lighting assessment district for the ensuing year; and this amount when determined by the Board of Commissioners shall constitute an assessment upon all the properties benefited, and to certify the same to the County Assessor each year; NOW, THEREFORE,

WE, THE BOARD OF COMMISSIONERS OF MARION COUNTY, OREGON, as Governing Body of the East Salem Service District, hereby certify as follows:

1. That we are the duly elected Board of Commissioners of Marion County, Oregon, acting as governing body of the East Salem Service District;
2. That we have determined and computed the amount of money necessary to be raised by assessment to operate and maintain street lighting facilities within the East Salem Service District for the ensuing year, including administrative costs and estimated delinquencies on assessments in the amount of \$241,948.80.
3. The attached hereto, marked Exhibit A, is a true and correct list of the properties within the lighting assessment district within the East Salem Service District giving the description and an ownership of each property and the proper assessment and apportionment of costs and expenses to be assessed against the respective properties for installation, operation and maintenance of street lighting facilities for the ensuing fiscal year;
4. That the attached list is hereby certified to the County Assessor and the amounts shown on the attached list are certified to be added to the appropriate tax accounts for the respective properties indicated, pursuant to the above statutes.

Dated at Salem, Oregon, this 24th day of June 2020.

MARION COUNTY BOARD OF COMMISSIONERS
ACTING AS GOVERNING BODY
EAST SALEM SERVICE DISTRICT

Chair

Commissioner

Commissioner

East Salem Service District
Lighting Assessment for FY20-21
Certified to the Marion County Tax Assessor

Total Amt:
\$ 241,948.80

Prop ID	Owner Name	Address 1	Code	Lighting
R49628	LARSON,HOLLY L	4424 41ST AV NE	SA465	\$ 27.90
R49627	SLUPE,STEVEN P	4753 SETTLERS DR NE	SA465	\$ 27.90
R49626	MARTINI,RUSSELL A &	MARTINI,DEBRA S 50% &	SA465	\$ 27.90
R49625	KIRK,ROGER E &	KIRK,JUDY A	SA465	\$ 27.90
R49624	MYERS,ADAM &	MYERS,CRYSTAL	SA465	\$ 27.90
R49623	MCLAUGHLIN,DANA L	4713 SETTLERS DR NE	SA465	\$ 27.90
R49622	BOBEDA FAM TR &	BOBEDA,MATHEW J TRE &	SA465	\$ 27.90
R49621	ERICKSON,KENNETH C	PO BOX 631	SA465	\$ 27.90
R49620	HENNE,HERBERT A SR &	HENNE KITTIE N	SA465	\$ 27.90
R49619	STEVEN J ROGERS RLT &	ROGERS,STEVEN J TRE	SA465	\$ 27.90
R49618	BUENO,ADRIAN A	4663 SETTLERS DR NE	SA465	\$ 27.90
R49602	WEINGART,CHRISTINE	4762 SETTLERS DR NE	SA465	\$ 27.90
R49601	TAVERA,FRANCISCO &	TAVERA,YOLANDA	SA465	\$ 27.90
R49600	MATSON,PATRICIA M	4742 SETTLERS DR NE	SA465	\$ 27.90
R49599	SMITH FAM TR &	SMITH,DONNA G TRE	SA465	\$ 27.90
R49598	TURLEY,CHRIS R	4722 SETTLERS DR SE	SA465	\$ 27.90
R49597	GIRON,NABOR	4712 SETTLERS DR NE	SA465	\$ 27.90
R49596	DIMAS,VIRGILIO	4702 SETTLERS DR NE	SA465	\$ 27.90
R49595	MARY A PARDO TR &	PARDO,MARY A TRE	SA465	\$ 27.90
R49594	REYNA,YOLA H	4682 SETTLERS DR NE	SA465	\$ 27.90
R49593	SUAREZ,GILBERTO R &	SUAREZ,MARIA Y OCHOA	SA465	\$ 27.90
R49592	DRURY,JESSE B 50% &	DOMOSLAI,DYAN M 50%	SA465	\$ 27.90
R49591	CRAWFORD,EDWARD F &	CRAWFORD,PATRICIA	SA465	\$ 27.90
R49590	GARVIN,BRETT &	GARVIN,JENNIFER	SA465	\$ 27.90
R49589	CLARK,JAMES E	4577 SUNFLOWER WY NE	SA465	\$ 27.90
R49588	PALAFOX,JOSE N &	PALAFOX,JOEIKA J	SA465	\$ 27.90
R49587	PICASO,JUAN MARTINEZ &	GAREY,MARISOL BELTRAN	SA465	\$ 27.90
R49586	RAWHIDE RENTAL LLC	1486 NE ROCKY DR	SA465	\$ 27.90
R49585	WILLIAMS,CAANAN L &	WILLIAMS,CANDACE	SA465	\$ 27.90
R49584	COCHRAN,BEVERLY G WHITE	4751 RAWHIDE CT NE	SA465	\$ 27.90
R49583	HAMPTON,KONAGHER	4761 RAWHIDE CT NE	SA465	\$ 27.90
R49582	BRUNDIDGE,PATRICA E	PO BOX 23533	SA465	\$ 27.90
R49581	GARIBAY,RIGOBERTO MERCADO &	GARIBAY,MICHELLE MERCEDO	SA465	\$ 27.90
R49580	KIRSCHNER,GEORGE J &	KIRSCHNER,DEBRA	SA465	\$ 27.90
R49579	MITCHELL,MARILENE M	4730 RAWHIDE CT NE	SA465	\$ 27.90
R49578	CHAVEZ,PEDRO R &	CHAVEZ,OLGA T	SA465	\$ 27.90
R49577	GENTLE,BRIAN D &	GENTLE,CASSIE J	SA465	\$ 27.90
R49576	ALLISON,MICHAEL S	4700 RAWHIDE CT NE	SA465	\$ 27.90
R49575	FORMAN,PATRICIA M	4690 RAWHIDE CT NE	SA465	\$ 27.90
R49574	KAUFMAN,LEROY J	10276 HAZELGREEN RD NE	SA465	\$ 27.90
R49573	KLUVER,SHEILA M	4778 BONANZA DR NE	SA465	\$ 27.90
R49572	SCHOLERMAN,DALE B &	YOULL,KRISTA R	SA465	\$ 27.90
R49571	DUNTON,JOSHUA	4689 LARIAT CT NE	SA465	\$ 27.90
R49570	ALANIZ,JOSE A &	ALANIZ,MICHELE L	SA465	\$ 27.90
R49569	ANDERSON,BEVERLY A	4709 LARIAT CT NE	SA465	\$ 27.90
R49568	MAHNKEY,SPENCER D &	MAHNKEY,LOUISE M	SA465	\$ 27.90
R49567	CATALDO,NINA KAE	4729 LARIAT CT NE	SA465	\$ 27.90
R49566	HANEBERG,PATRICIA M	4739 LARIAT LP NE	SA465	\$ 27.90
R49565	DON & MARY ALEXANDER FAM RLT &	ALEXANDER,MARY TRE	SA465	\$ 27.90
R49564	HEATH,LORI ANN	4759 LARIAT CT NE	SA465	\$ 27.90
R49563	HODGES,DUANE S &	HODGES,TERESA F	SA465	\$ 27.90
R49562	REESE,BRENTON R E	PO BOX 4319	SA465	\$ 27.90
R49561	FEWX,AARON K	4758 LARIAT CT NE	SA465	\$ 27.90
R49560	BURKE,CHRISTOPHER R	14974 NW MILL RD	SA465	\$ 27.90
R49559	ROBERT & JUDY SHERMAN TR &	SHERMAN,ROBERT G TRE &	SA465	\$ 27.90
R49558	LOPEZ,REBECCA	4728 LARIAT CT NE	SA465	\$ 27.90
R49557	DELEON,RICHARD &	DELEON,LAURA	SA465	\$ 27.90
R49556	ROBINSON,GARY C &	ROBINSON,ESTHER A	SA465	\$ 27.90
R49555	GREENBERG,DARYL J &	GREENBERG,MARY J	SA465	\$ 27.90
R49554	SKILES,DEBORAH A &	SKILES,BRIAN J	SA465	\$ 27.90
R49553	LONG,MARVIN LEE &	LONG,DAVID P	SA465	\$ 27.90
R49552	JIMENEZ,IGNACIO GOMEZ	2545 PARK AV NE	SA465	\$ 27.90
R49551	CONOLLY,BRIAN	4687 ANTELOPE CT NE	SA465	\$ 27.90



Marion County

OREGON

**EAST SALEM
SERVICE DISTRICT**

**BOARD OF
COMMISSIONERS**

Kevin Cameron
Sam Brentano
Colm Willis

DIRECTOR

Brian Nicholas, P.E.

**ADMINISTRATION/
OPERATIONS**

503-588-5084

June 24, 2020

Marion County Assessor's Office
c/o Tom Rohlfing
555 Court St NE, Ste 2233
Salem, OR 97301

Dear Mr. Rohlfing:

As Governing Body of the East Salem Service District and pursuant to the provisions of ORS 454.225 and Rules and Regulations adopted by said district, we hereby certify as follows:

1. That the itemized list of delinquent sewer service charges attached hereto and marked Exhibit "B" is in the total sum of \$179,880.04.
2. That payment of said delinquent charges had not been received through normal billing and collection procedures.
3. That each sewer service charge certified includes a twenty percent penalty and a \$25.00 administration charge.
4. That the amounts shown as certified should be added to the appropriate tax accounts indicated, pursuant to the above-mentioned statute and regulations.

Dated at Salem, Oregon, this 24th day of June, 2020.

Respectfully submitted,

**MARION COUNTY BOARD OF COMMISSIONERS
ACTING AS GOVERNING BODY FOR
EAST SALEM SERVICE DISTRICT**

Chair, Governing Body

East Salem Service District District
Delinquent Sewer Service Charges FY 2020-21
Certified to the Marion County Tax Assessor

Tax ID	Situs	Name	Amount
R61767	3701 MICHEL ST NE	ZAVALA,RODRIGO R FLORES & ZARATE,MARIA J CABRERA	\$ 151.65
R61767	3701 MICHEL ST NE	ZAVALA,RODRIGO R FLORES & ZARATE,MARIA J CABRERA	\$ 278.30
R54663	4857 38TH PL NE	JUAN,ALONZO F & MENDEZ,JUANA ANDRES	\$ 297.57
R54663	4857 38TH PL NE	JUAN,ALONZO F & MENDEZ,JUANA ANDRES	\$ 278.30
R22124	4785 38TH AVE NE	GARCIA,MARCO A	\$ 249.76
R64738	150 44TH PL NE	STICE,HOWELL C	\$ 115.65
R64738	150 44TH PL NE	STICE,HOWELL C	\$ 296.94
R22191	4162 HAYESVILLE DR NE	REPPETO,VICTOR & REPPETO,ELIZABETH	\$ 297.57
R22191	4162 HAYESVILLE DR NE	REPPETO,VICTOR & REPPETO,ELIZABETH	\$ 184.01
R22191	4172 HAYESVILLE DR NE	REPPETO,VICTOR & REPPETO,ELIZABETH	\$ 297.57
R22191	4172 HAYESVILLE DR NE	REPPETO,VICTOR & REPPETO,ELIZABETH	\$ 278.30
R22191	4192 HAYESVILLE DR NE	REPPETO,VICTOR & REPPETO,ELIZABETH	\$ 297.57
R22191	4192 HAYESVILLE DR NE	REPPETO,VICTOR & REPPETO,ELIZABETH	\$ 278.30
R49220	3660 MIDDLE GROVE DR NE	KUDNA,LAURIE A	\$ 297.57
R49220	3660 MIDDLE GROVE DR NE	KUDNA,LAURIE A	\$ 278.30
	494 45TH AVE SE	DE LA MERCED,JESUS ORTIZ	\$ 115.65
	4935 HANCOCK AVE NE	WOOD,RICKY & WOOD,LISA	\$ 176.02
R49200	4960 HANCOCK AVE NE	BARLOW,SHANNON A	\$ 297.57
R49200	4960 HANCOCK AVE NE	BARLOW,SHANNON A	\$ 278.30
R53346	592 CONNECTICUT AVE SE	SPAGHT,TRACY L	\$ 568.98
R53346	592 CONNECTICUT AVE SE	SPAGHT,TRACY L	\$ 616.77
R344575	4210 SCHAFFER RD NE	LAMAS,MIGUEL ANGEL T	\$ 290.78
R344575	4210 SCHAFFER RD NE	LAMAS,MIGUEL ANGEL T	\$ 278.30
R24265	463 45TH AVE SE	ALLENBY,BLAKELY	\$ 413.93
R24265	463 45TH AVE SE	ALLENBY,BLAKELY	\$ 360.95
R24264	464 45TH AVE SE	ANDERSON,CHRISTOPHER A & ANDERSON,JENNIFER L	\$ 268.46
R24264	464 45TH AVE SE	ANDERSON,CHRISTOPHER A & ANDERSON,JENNIFER L	\$ 269.51
R52187	4505 STATE ST	SANTOS,JAVAN W & RAY,ALISA N	\$ 239.82
R52187	4505 STATE ST	SANTOS,JAVAN W & RAY,ALISA N	\$ 333.52
R45212	4150 HUDSON AVE NE	GRACE BAPTIST CHURCH OF SALEM	\$ 172.77
R45212	4150 HUDSON AVE NE	GRACE BAPTIST CHURCH OF SALEM	\$ 62.70
R55709	4676 CAROLINA AVE NE	HERNANDEZ,RUBIA BERMUDEZ	\$ 453.64
R55709	4676 CAROLINA AVE NE	HERNANDEZ,RUBIA BERMUDEZ	\$ 278.30
	3845 45TH AVE NE	CEJA,HILDA JAUREGUI & VADAURRI,JAVIER JAUREGUI & CE	\$ 170.78
R23079	3039 BROWN RD NE	NORMAN,EDWARD W	\$ 278.30
R23078	3041 BROWN RD NE	ELDRED,CLIFTON WYNN	\$ 260.87
R53360	663 45TH PL SE	ARMENTA,SYLVIA LORRAINE	\$ 200.16
R53365	593 45TH PL SE	DAVIS,DARRYL D	\$ 549.90
R53365	593 45TH PL SE	DAVIS,DARRYL D	\$ 335.06
R53374	536 46TH AVE SE	CABALLERO,JORGE LUNA	\$ 295.71
R53374	536 46TH AVE SE	CABALLERO,JORGE LUNA	\$ 278.66
R53396	605 46TH AVE SE	VICKSTROM,TYSON E	\$ 400.58
R53396	605 46TH AVE SE	VICKSTROM,TYSON E	\$ 443.03
R82323	2015 HOFFMAN RD NE	ANDRADE,JACOBE E & ANDRADE,JOE L & ANDRADE,SHAR	\$ 67.31
R48102	265 ELMA AVE NE	GUTIERREZ,JAVIER	\$ 251.22
R48123	210 ELMA AVE NE	AGORAE LLC	\$ 190.10
R24165	4420 STATE ST	EPHREM,TED D	\$ 1,047.12
R24165	4420 STATE ST	EPHREM,TED D	\$ 1,064.90
R55707	4700 CAROLINA AVE NE	ESPLIN,WALTER L & ESPLIN,PENNY	\$ 297.57
R55077	4320 DURBIN AVE SE	DOMINGUEZ,JOSE ORNELAS	\$ 94.59
R47793	723 SHORES ST NE	STEWART,FRANK A & STEWART,BRENDA J	\$ 277.82
R47793	723 SHORES ST NE	STEWART,FRANK A & STEWART,BRENDA J	\$ 342.66
R47791	4435 CENTER ST NE	CASTILLO,MIGUEL HUERTA & HUERTA-NUNEZ,LUCRECIA	\$ 560.06
R47791	4435 CENTER ST NE	CASTILLO,MIGUEL HUERTA & HUERTA-NUNEZ,LUCRECIA	\$ 626.06
R49105	4266 HAGER ST SE	MOODY,ROBERT C & MOODY,CAROL L	\$ 309.71
R49105	4266 HAGER ST SE	MOODY,ROBERT C & MOODY,CAROL L	\$ 379.24
R55677	4768 INDIANA AVE NE	VILLANEDA,RUBEN & VILLANEDA,MARGARITA	\$ 278.94
R24170	4445 STATE ST	WYNIA,MARLEN F ESTATE OF C/O DARRELL & JULIE WYNIA	\$ 241.13
R24170	4445 STATE ST	WYNIA,MARLEN F ESTATE OF C/O DARRELL & JULIE WYNIA	\$ 242.08
R24138	4176 HUDSON AVE NE	O'NEIL,PATRICK D & O'NEIL,SHARON A	\$ 182.78
R48158	4210 HUDSON AVE NE	DEBOCK,TED & DEBOCK,CYNTHIA M	\$ 114.94
R48158	4210 HUDSON AVE NE	DEBOCK,TED & DEBOCK,CYNTHIA M	\$ 218.66
R48160	4230 HUDSON AVE NE	WILLIAMS,DIANE M 50% & GORDON,JAMES W 50%	\$ 127.84



Marion County

OREGON

**EAST SALEM
SERVICE DISTRICT**

**BOARD OF
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**ADMINISTRATION/
OPERATIONS**

503-588-5084

June 24, 2020

Marion County Assessor's Office
c/o Tom Rohlifing
555 Court St NE, Ste 2233
Salem, OR 97301

Dear Mr. Rohlifing:

As Governing Body of the East Salem Service District and pursuant to the provisions of ORS 451.510 and ORS 454.225, we hereby certify as follows:

1. That the itemized list of Stormwater fees attached hereto and marked Exhibit "C" is in the total sum of \$604,854.76.
2. That the amounts shown as certified should be added to the appropriate tax accounts indicated, pursuant to the above-mentioned statute.

Dated at Salem, Oregon, this 24th day of June, 2020.

Respectfully submitted,

**MARION COUNTY BOARD OF COMMISSIONERS
ACTING AS GOVERNING BODY FOR
EAST SALEM SERVICE DISTRICT**

Chair, Governing Body

East Salem Service District
Stormwater Assessment for FY20-21
Certified to the Marion County Tax Assessor

Total Amt:
\$ 604,854.76

Prop ID	Owner Name	Address 1	SA463	Stormwater
R49628	LARSON,HOLLY L	4424 41ST AV NE	SA463	\$ 54.60
R49627	SLUPE,STEVEN P	4753 SETTLERS DR NE	SA463	\$ 54.60
R49626	MARTINI,RUSSELL A &	MARTINI,DEBRA S 50% &	SA463	\$ 54.60
R49625	KIRK,ROGER E &	KIRK,JUDY A	SA463	\$ 54.60
R49624	MYERS,ADAM &	MYERS,CRYSTAL	SA463	\$ 54.60
R49623	MCLAUGHLIN,DANA L	4713 SETTLERS DR NE	SA463	\$ 54.60
R49622	BOBEDA FAM TR &	BOBEDA,MATHEW J TRE &	SA463	\$ 54.60
R49621	ERICKSON,KENNETH C	PO BOX 631	SA463	\$ 54.60
R49620	HENNE,HERBERT A SR &	HENNE KITTIE N	SA463	\$ 54.60
R49619	STEVEN J ROGERS RLT &	ROGERS,STEVEN J TRE	SA463	\$ 54.60
R49618	BUENO,ADRIAN A	4663 SETTLERS DR NE	SA463	\$ 54.60
R49602	WEINGART,CHRISTINE	4762 SETTLERS DR NE	SA463	\$ 54.60
R49601	TAVERA,FRANCISCO &	TAVERA,YOLANDA	SA463	\$ 54.60
R49600	MATSON,PATRICIA M	4742 SETTLERS DR NE	SA463	\$ 54.60
R49599	SMITH FAM TR &	SMITH,DONNA G TRE	SA463	\$ 54.60
R49598	TURLEY,CHRIS R	4722 SETTLERS DR SE	SA463	\$ 54.60
R49597	GIRON,NABOR	4712 SETTLERS DR NE	SA463	\$ 54.60
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R49595	MARY A PARDO TR &	PARDO,MARY A TRE	SA463	\$ 54.60
R49594	REYNA,YOLA H	4682 SETTLERS DR NE	SA463	\$ 54.60
R49593	SUAREZ,GILBERTO R &	SUAREZ,MARIA Y OCHOA	SA463	\$ 54.60
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R49553	LONG,MARVIN LEE &	LONG,DAVID P	SA463	\$ 54.60
R49552	JIMENEZ,IGNACIO GOMEZ	2545 PARK AV NE	SA463	\$ 54.60
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Marion County

OREGON

**EAST SALEM
SERVICE DISTRICT**

**BOARD OF
COMMISSIONERS**

Kevin Cameron
Sam Brentano
Colm Willis

DIRECTOR

Brian Nicholas, P.E.

**ADMINISTRATION/
OPERATIONS**

503-588-5084

June 24, 2020

Marion County Assessor's Office
c/o Tom Rohlfiing
555 Court St NE, Ste 2233
Salem, OR 97301

Dear Mr. Rohlfiing:

As Governing Body of the East Salem Service District and pursuant to the provisions of ORS 451.510 and ORS 454.225, we hereby certify as follows:

1. That the itemized list of Law Enforcement fees attached hereto and marked Exhibit "D" is in the total sum of \$1,641,000.00.
2. That the amounts shown as certified should be added to the appropriate tax accounts indicated, pursuant to the above-mentioned statute.

Dated at Salem, Oregon, this 24th day of June, 2020.

Respectfully submitted,

**MARION COUNTY BOARD OF COMMISSIONERS
ACTING AS GOVERNING BODY FOR
EAST SALEM SERVICE DISTRICT**

Chair, Governing Body

East Salem Service District
Law Enforcement Assessment for FY20-21
Certified to the Marion County Tax Assessor

Total Amt:
\$ 1,641,000.00

Prop ID	Owner Name	Address 1	SA464	Law Enforcement
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R49551	CONOLLY,BRIAN	4687 ANTELOPE CT NE	SA464	\$ 120.00

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

**FORM LB-50
2020-21**

To assessor of Marion County

Check here if this is an amended form.

- Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The East Salem Service District has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of Marion County. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

5155 Silvertown Rd NE
Mailing Address of District

Salem
City

OR
State

97305
ZIP code

June 24, 2020
Date

Dennis Mansfield Jr.
Contact Person

Budget Officer
Title

(503) 588-5084
Daytime Telephone

dmansfield@co.marion.or.us
Contact Person E-Mail

CERTIFICATION - You must check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to		
		General Government Limits		
		Rate -or- Dollar Amount		
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit) . . .	1			Excluded from Measure 5 Limits Dollar Amount of Bond Levy
2. Local option operating tax	2			
3. Local option capital project tax	3			
4. City of Portland Levy for pension and disability obligations	4			
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.			
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.			
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.			0

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1. Lighting Assessment (ORS 451.510)		241,948.80
2. Delinquent Sewer Service Charge (ORS 454.225)		179,880.04
3. Stormwater Fee (ORS 451.510)		604,854.76
4. Public Safety Fee Assesment (ORS 451.510)		1,641,000.00

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS 451.510 & 454.225

BEFORE THE BOARD OF COMMISSIONERS
ACTING AS THE GOVERNING BODY OF THE
EAST SALEM SERVICE DISTRICT

In the matter of appointing)
A member to the East)
Salem Service District)
Advisory Committee)

Order # _____

This matter came before the Marion County Board of Commissioners, acting as the governing body of the East Salem Service District at a regular meeting on June 24, 2020: and

IT APPEARING that a vacancy exists on the East Salem Service District Advisory Committee; and that on the basis of qualifications and interest it is in the public interest to appoint the person Kathy Rogers as a member of the Advisory Committee; now therefore,

IT IS HEREBY ORDERED THAT;

Kathy Rogers is appointed to serve as a member of the East Salem Service District Advisory Committee to serve until June 30, 2023.

Dated this 24th day of June 2020

MARION COUNTY BOARD OF COMMISSIONERS
ACTING AS THE GOVERNING BODY OF THE
EAST SALEM SERVICE DISTRICT

Chair

Commissioner

Commissioner

MINUTES
GOVERNING BODY MEETING

GOVERNING BODY
EAST SALEM SERVICE DISTRICT
3:00 PM, WEDNESDAY, JANUARY 22, 2020
SILVERTON CONFERENCE ROOM
MARION COUNTY COURTHOUSE SQUARE

MEETING OPENED: Commissioner Colm Willis opened the meeting and noted the following attendance:

ATTENDANCE: Commissioner Kevin Cameron, Commissioner Sam Brentano, Commissioner Colm Willis, Scott Norris - Office of Legal Counsel, Dennis Mansfield - Public Works, Brian May - Public Works, Matt Knudsen - Public Works, Earl Horton - ESSD Budget Committee, Michael Johnson - ESSD Advisory Committee, Gerald Wimer - ESSD Advisory Committee, Glen Rader Jr. - ESSD Budget Committee, Joe Kast – Sheriff, Jeff Stutrud – Sheriff’s Office, Stephanie Rosentrater - Public Works, Brian Nicholas - Public Works, Thomas Kissinger - Public Works, Steve Staten – Sheriff’s Office, Jeff Woods – Sheriff’s Office, Terry Beilke – Brooks Community Service District Advisory Committee, Doug Vande Griend, Marilyn Long, Kathy Rogers, Kevin McGroy

ACTION: **MOTION:** Commissioner Cameron made a motion to approve the minutes of the June 24, 2019 Governing Body meeting and Adopt Budget Hearing. Commissioner Brentano seconded the motion. A voice vote was unanimous.

MOTION: Commissioner Brentano made a motion to approve the minutes of the December 30, 2019 Governing Body meeting. Commissioner Cameron seconded the motion. A voice vote was unanimous.

STORMWATER UPDATE: Matt explained that there are over eleven miles of ditches in the ESSD to maintain. Over the last few years, we have been having a hard time reaching an acceptable level of maintenance of these ditches. This year we purchased a mini-excavator and combined with help from the Sheriff’s Office, we were able to get to 90% of the ditches. It has been a huge improvement and really cut down on the number of complaints.

At a previous meeting, Matt had informed the Governing Body of the Draper Street issues. During summer 2019, the District hired a contractor to fix the drainage issues by installing catch basins, manholes, and new pipes connected to our system. There has not yet been a major storm event to prove that these improvements fixed the problem, but it seems like this will help, seeing as there was no stormwater infrastructure at all before.

Summer 2019 also welcomed a new manhole in front of Mary

Eyre School on Buffalo Drive. This manhole allowed the District access to 300 feet of pipe that they did not previously have access to. This length of pipe was suffering from root intrusion, which can now be maintained.

LIGHTING UPDATE:

Dennis reported that phases one and two are completed in a four-phase project. Phases one and two consisted of adding lights to existing poles in the south and north sections of ESSD. The District is getting occasional calls about missing lights on existing poles and is handling those on a case-by-case basis. All-in-all those have been very few and so far we've received many thanks for the lighting. We met with PGE last week to discuss Phases three and four, which is to add poles where needed in the south and north sections of ESSD. This is going to take a bit more planning, in which our Engineering division will aid PGE with this. ESSD's electricity set up is not all the same for every street - some of have underground electricity, others have poles behind the houses providing electricity, while others have the traditional lines in front of the houses. PGE hopes to break ground in spring of 2020 on the first set of poles. We will update the ESSD website as more information becomes available.

PUBLIC SAFETY UPDATE:

Sheriff Joe Kast passed out a handout with updates on the ESSD Public Safety Program. All 10 deputies have been hired, but three are three weeks out from being done with training and being able to be on their own. In 2019, the Sheriff's Office (SO) took 20,028 calls in the ESSD, which is about 50% of all SO calls taken. The most calls were for traffic violations. Some of the deputies are really involved in social media in the area, specifically Chris Bangs, and some complaints/reports come from social media. The deputies are going to the neighborhood meetings. Response times are lower on average in the ESSD than in the rest of the county.

Glen Rader Jr. stated that when the program was being formed, the plan was to have ten officers total – five for Hayesville and five for Four Corners. He wants to know if this is still the plan. Sheriff replied that there hasn't been much conversation about it, but that it is something that they can look into. The goal is still to have the people get to know the deputies assigned to the area.

Several of the community members present gave praise to the Sheriff's Office and are very happy with the community policing.

Kevin McGroy wanted to know if there is a five year plan? If the population grows, will more deputies be added? If more deputies are needed, will there be enough money or will the fee need to be

raised? Sheriff Joe Kast noted this and it will be considered.

**SANTANA VILLAGE
PARK UPDATE:**

In August of 2019, the Santana Village Park Association presented to the ESSD Advisory Committee their proposal to continue funding the park located in ESSD. The park was given to the Association in 2012 by the County, as the County didn't have enough funds to continue maintaining the park. Some of the residents in the area created the Association and have been maintaining the parks ever since via donations and fundraisers. Their original proposal in August outlined annual expenditures of approximately \$8,000 of which all have been paid for by donations, fundraisers, and volunteers of the Association up to this point. No government funding has been provided since the inception of the association. Their proposal consisted of three options, all of which included assessing a fee to property owners on their property tax statements. The three options were simply different geographic sizes of the boundaries around the park. Their recommendation was option 2, which was the middle of the road in geographic size. This would result in an annual assessment of about \$6/year to 1,358 property owners.

In October 2019 the Committee reconvened to consider options they would recommend to the governing body. After reviewing several options, a motion was made to recommend to the governing body that the ESSD reimburses the Santana Village Park Association for maintenance costs, based on a contract, not to exceed a certain amount. This motion passed unanimously. This means, ESSD would use existing Net Working Capital to help pay for the park maintenance and not assess a fee to property owners. The advisory committee wanted more information on historical costs of the park before they made a recommendation on the amount they were willing to reimburse.

The association provided their check register for the last six years along with a list of other expenditures they are asking for assistance with. On January 9th of this year the advisory committee reconvened to discuss these expenditures. However, one of our committee members was unable to attend, thus a quorum was not present and no recommendation could be made. That said, we did discuss SVPA expenditures. Dennis prepared a one page document which is a summary of these expenditures. Starting on line 4, the association has spent approximately \$1,700 per year for the last six years. Lines 5-14 are additional expenditure requests from the association. These include additional services or services that a resident has been paying for

and is not included in the check register provided by the association. Dennis pointed out a few different line items. Line 6 lists the costs of year round Porta-Potty services. The association currently pays for three months out of the year and the ask is for year-round service which is an additional \$855 per year. Line 7 is for hog fuel that lines the path around the park. The association has only had enough money to pay for hog fuel two of the last six years. The association is asking for annual replenishing of hog fuel on the path, which is an additional \$1,443 per year. In all, Line 15 represents what the association believes the annual operating expenditures are. Line 16 is a "wish-list request" of \$4,800 per year to fund repairs and minor improvements. The total request from the association is now \$10,692 per year. Financially, the ESSD can afford to utilize their existing Net Working Capital to help fund the maintenance of this park for up to 5 years, at which point it would be the District Secretary's recommendation that every five years the governing body reviews the financial status of the district to determine future support of the park.

Dennis pointed out that in order for ESSD to provide any type of support to a park association, whether it be through a fee or existing Net Working Capital, ESSD would have to add this service, in the same way we had to add Stormwater and Public Safety services. The Board of Commissioners for the County would have to adopt an order containing the intent to add these services within the district and hold two public hearings before these services can be added.

With that, Dennis opened the subject for discussion.

The Commissioners wanted to know where the money would come from. Dennis explained that the money to reimburse the Santana Village Park Association would not be coming from the Lighting or Public Safety programs.

Earl Horton added that in the event that the City of Salem annexed the ESSD, they would get all of the ESSD fund dollars to add to their general fund and it could be spent however the City saw fit, including on areas other than East Salem.

Scott explained that the next step would be adding the parks maintenance service to the East Salem Service District. The Governing Body asked staff to move forward with getting the parks service added.

Governing Body Meeting Minutes
East Salem Service District
3:00 PM, Wednesday, January 22, 2020

Page 5

NEXT MEETING: The next Governing Body Meeting is scheduled for Wednesday, June 24, 2020 at 2:00 PM, in the Silverton Conference Room, Marion County Courthouse Square, 555 Court St. NE, Salem, Oregon.

ADJOURNMENT: There being no further business to come before the governing body, the meeting was adjourned.

Chair, Governing Body
East Salem Service District